

**MINUTES OF THE FLORENCE TOWN COUNCIL MEETING HELD ON MONDAY,  
DECEMBER 15, 2008 AT 7:00 P.M. IN THE CHAMBERS OF TOWN HALL,  
LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

**CALL TO ORDER:**

Mayor Kilvinger called the meeting to order at 7:00 p.m.

**ROLL CALL:**

Present: Kilvinger, Smith, Woolridge, Celaya, Raasch, Hawkins, Brown.

**PLEDGE OF ALLEGIANCE**

Vice-Mayor Smith led the Pledge of Allegiance.

**CALL TO THE PUBLIC/COUNCIL RESPONSE**

**Call to the Public for Public Comment on issues within the jurisdiction of the Town Council. Individual Councilmembers may respond to criticism made by those commenting, may ask staff to review a matter raised or may ask that a matter be put on a future agenda.**

Ms. Marilyn Karen Freese stated that there is a bad odor coming from the sewer plant at Caliente. She stated that it has been an ongoing issue and would like something to be done about it. She would like a response back from the Town.

Mayor Kilvinger stated that Himanshu Patel, Town Manager, and Wayne Costa, Public Works Director, will respond.

Mr. Patel stated that they have looked into the matter and the appropriate information will be addressed to Caliente personnel for dissemination of information to the residents of Caliente.

Mr. Richard Sanders stated the Florence Aero Modelers had their first event and had a very good turn out. The club earned approximately \$550 dollars which will be used to slurry coat the runway. The event closed early due to the weather. They look forward to an event in the spring of 2009; and to the Council's attendance.

**CONSENT: All items indicated by an (\*) will be handled by a single vote as part of the consent agenda, unless a Councilmember or a member of the public objects at the time the agenda item is called.**

- a. **\*Acceptance of the Public Improvements for the Anthem @ Merrill Ranch Subdivision Units No. 12 & 14.**

- b. **\*Adoption of the Disposition of Municipal Assets Policy and Procedure.**

- c. **\*Adoption of the Capital Asset Policy and Procedure.**
- d. **\*Appointment of Sandra L. Younker to the Planning and Zoning Commission for a term expiring 12/31/09.**
- e. **\*Authorization to submit a grant application to the Operation Ranger Program for Polaris Ranger Utility Vehicles (ATVs) for the Fire Department and authorize acceptance of the equipment if awarded.**
- f. **\*Acceptance of the register of demands ending on November 30, 2008 in the amount of \$1,776,747.90.**

On motion of Vice-Mayor Smith, seconded by Councilmember Brown and carried to approve items on the consent agenda.

## **NEW BUSINESS**

**Resolution No. 1143-08: Discussion/Approval/Disapproval of A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF FLORENCE, ARIZONA, APPROVING THE SUBDIVISION FOR VISTA DE PUEBLOS; REQUIRING THE PROVISION OF AN INFRASTRUCTURE IMPROVEMENT ASSURANCE OR WITHHOLDING OF RECORDATION TO SECURE THE SATISFACTORY CONSTRUCTION, INSTALLATION AND DEDICATION OF REQUIRED IMPROVEMENTS; ESTABLISHING A DEADLINE FOR REQUIRED IMPROVEMENTS TO BE COMPLETED; AND AUTHORIZING EXECUTION BY THE TOWN MANAGER OF SUPPORTING DOCUMENTS. (PZC-57-07-FP)**

Mr. Patel read Resolution No. 1143-08 by title only.

Mr. Mark Eckhoff, Planning Director, stated that the resolution is for a final plat request. It is approximately 36 acres and is referred to as Vista de Pueblos subdivision. It is located adjacent to the Florence Gardens community and Vista Hermosa Unit 1 and Unit 1-A subdivisions. It will be subdivided into four parcels and seven tracts. The tracts are to be used for open space and/or drainage retention. The four parcels can be further subdivided into a residential development in the future. The Planning and Zoning Commission recommended approval.

Councilmember Brown asked if any of the land will be retained as 55+ senior designation. She would recommend that the same designation be retained.

Mr. Eckhoff stated that when transactions occur pertaining to the plat, CC& R's should be prepared to be consistent with the surrounding properties.

Councilmember Celaya asked if any study has been done on the impact on access, ingress/egress on the parcels, or on increase of traffic that the parcels may add. He also asked if any improvements have been done in the area.

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Mr. Eckhoff stated that the access issues were considered. He stated that three roads will have continuity from the east and will head into a dead-end from the west. Traffic will be funneled onto Arizona Ave. He doesn't believe it will be an issue with the existing residents in the area. It is seasonal housing and there is no commercial in the area.

Mr. Wayne Costa, Public Works Director, gave an overview of the completed improvements and those that are earmarked to be done in the near future for the area.

Councilmember Celaya asked if there will be any type of assessment on the vacant property that is being platted for the improvements and how they are funded.

Mr. Costa did not believe there will be any assessment and that the street improvements are strictly HURF funded.

Councilmember asked if an impact fee is to be applied to this land.

Mr. Patel stated that the lands have an assessment in regards to the North Florence Improvement District. He added that the Town became owners of the land due to default of the NFID assessment. He gave an overview of impact fees and the two no-impact fee zones. He explained that this property is located in the NFID no-impact fee zone. He added that whatever project gets developed on that land will pay their fair share as any other project being developed throughout the community.

Vice-Mayor Smith asked who is responsible for the infrastructure on this property. He also asked the capacity of the existing North Florence sewer plant and how much more capacity it would be if the land were developed.

Mr. Patel stated that the developer will be responsible for the infrastructure.

Mr. Costa stated that the capacity is at 70%. Its capacity is 420,000 gallons per day (GPD). During the winter, it runs at approximately 390,000 GPD; and 80,000 – 90,000 GPD during the summer. He added that if the area were to be developed, it would increase the GPD by an additional third of the remaining capacity of the sewer treatment plant.

On motion of Councilmember Brown, seconded by Councilmember Raasch and carried to adopt Resolution No. 1143-08.

**Resolution No. 1144-08: Discussion/Approval/Disapproval of A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF FLORENCE, ARIZONA, APPROVING THE VISTA HERMOSA UNIT I-A RE-PLAT; REQUIRING THE PROVISION OF AN INFRASTRUCTURE IMPROVEMENT ASSURANCE OR WITHHOLDING OF RECORDATION TO SECURE THE SATISFACTORY CONSTRUCTION, INSTALLATION AND DEDICATION OF REQUIRED IMPROVEMENTS; ESTABLISHING A DEADLINE FOR REQUIRED IMPROVEMENTS TO BE**

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**COMPLETED; AND AUTHORIZING EXECUTION BY THE TOWN MANAGER OF SUPPORTING DOCUMENTS. (PZC-58-07-FP/RP)**

Mr. Patel read Resolution No. 1144-08 by title only.

Mr. Eckhoff stated that the re-plat will define the legal boundaries which have been identified. The plats will correct boundary issues such as improvements that were built in the wrong place, lot lines which need to be adjusted, and identifying Town and private ownership boundaries. It will also redefine some parcels as well as eliminate lots in some areas.

Mr. Patel stated that the Council had a work session on this matter two years ago. The re-plat has been a very complicated transaction which started as a result of the assets related to the North Florence Improvement District and the acquisition of water and wastewater assets. He added that the Town has been in constant communication with the members of the Board as well as Casita Hermosa's president. The residents who live in the area have approved the minor changes to the plat.

Councilmember Raasch asked if the Town owned the uninhabited area.

Mr. Patel stated that it does own the area.

On motion of Councilmember Raasch, seconded by Councilmember Woolridge and carried to adopt Resolution No. 1144-08.

**Resolution No. 1145-08: Discussion/Approval/Disapproval of A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF FLORENCE, ARIZONA, APPROVING THE VISTA HERMOSA UNIT I RE-PLAT; REQUIRING THE PROVISION OF AN INFRASTRUCTURE IMPROVEMENT ASSURANCE OR WITHHOLDING OF RECORDATION TO SECURE THE SATISFACTORY CONSTRUCTION, INSTALLATION AND DEDICATION OF REQUIRED IMPROVEMENTS; ESTABLISHING A DEADLINE FOR REQUIRED IMPROVEMENTS TO BE COMPLETED; AND AUTHORIZING EXECUTION BY THE TOWN MANAGER OF SUPPORTING DOCUMENTS (PZC-59-07-FP/RP).**

Mr. Patel read Resolution No. 1145-08 by title only.

Mr. Eckhoff stated the resolution is for a re-plat of the Casita Hermosa II Unit 1, now referenced as Vista Hermosa Unit I subdivision which is located adjacent to the Florence Gardens community, Vista De Pueblos, and Vista Hermosa Unit I-A subdivisions. He stated that the final plat is being re-subdivided to reflect the change of the number of lots that have been built and the number of lots that will not be built from the original final plat. There were originally 78 lots planned; all but one was constructed and have occupants living in them. The re-plat shows only those lots that were constructed.

On motion of Councilmember Raasch, seconded by Councilmember Smith and carried to adopt Resolution No. 1145-08.

**Resolution No. 1146-08: Discussion/Approval/Disapproval of A RESOLUTION OF THE COMMON COUNCIL OF THE TOWN OF FLORENCE, ARIZONA, CHANGING THE ENTRY LEVEL OF THE SALARY SCALE; DECLARING AN EMERGENCY.**

Mr. Patel read Resolution No. 1146-08 by title only.

Ms. Jeanette Grady, Human Resources Director, stated that the minimum wage will increase to \$7.25/hour effective January 1, 2009 for the state of Arizona. She has adjusted the salary schedule to reflect the change. The only grades affected were Grades 1 – 3.

On motion of Councilmember Woolridge, seconded by Councilmember Hawkins to adopt Resolution No. 1146-08.

**Roll Call:**

Councilmember Brown: Yes  
Councilmember Hawkins: Yes  
Councilmember Raasch: Yes  
Councilmember Celaya: Yes  
Councilmember Woolridge: Yes  
Vice-Mayor Smith: Yes  
Mayor Kilvinger: Yes

Resolution is carried by a unanimous roll-call vote (Summary: Yes = 7).

**DEPARTMENT REPORTS**

**Manager's Report**

**Department Reports**

**Courts**

**Finance**

**Fire**

**Library**

**Parks and Recreation**

**Planning**

**Police**

**Public Works**

Vice-Mayor Smith asked how much longer the pipe for the new line will remain.

Mr. Costa stated that the pipe should be removed by Friday.

Councilmember Raasch stated that the financial reports indicate that the Sewer and Sanitation funds are in bad shape. He stated that in the Sanitation Fund 34% of the Florence Town Council Meeting

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year has elapsed and the Town only has revenue for 8.9%. He stated that it justifies the need for a rate study.

Ms. Guilin stated that in the Sanitation fund the Town has offsetting revenue in expenditure of approximately two million dollars in the facility upgrade. She said that both funds are lacking. She added that the Town has a policy to pay as you go on capital improvement projects. She stated that this impacts that amount of money that is spent every year. She also noted that at the time of the rate study, the Florence Wastewater Treatment Plant was not completed. The Town now has a full year of expenditure history and that the expenditures are impacting the Town's rates. The Arizona Dept. of Corrections revenue is down approximately \$200,000 due to a conservation measure that they took. They saw what their rates were going to be and implemented conservation measures.

Mr. Patel stated the Council meeting start time will change to 6:00 p.m. from 7:00 p.m. The meeting days will remain the same.

The Department Reports were received and accepted.

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Ms. Dorie Rivera, Florence Toastmasters, invited everyone to attend their meetings which are held every Friday at noon. She stated that they are held in the Town Council Chambers and last approximately one hour. She gave an overview of what the Toastmasters do. She asked if Town employees who have only half-hour lunches and would like to attend the meetings, could be allowed to extend their lunch hours in order to attend the full meeting.

Mayor Kilvinger stated that it will be taken into consideration.

Ms. Sandra Younker stated that she has lived in Florence approximately one year and is excited to be a Florence resident. She looks forward to her position as Planning and Zoning Commissioner and is excited about meeting everyone. She looks forward to being involved in her community.

### **CALL TO THE COUNCIL**

Councilmember Woolridge asked for something to be brought to the Council in regards to the no impact fee zones.

The Council thanked Ms. Younker for volunteering to be on the Planning and Zoning Commission.

Councilmember Brown would like to utilize her to share the events of the Town with the Anthem residents.

Councilmember Celaya wished everyone a Happy Holiday.

Councilmember Raasch wished everyone a Merry Christmas. He also looks forward to reviewing the no impact fee zone.

Vice-Mayor Smith stated that the no impact fee zone was established to get more infill homes in Florence. The homes have been built and it worked. He thanked everyone who attended the meeting.

Mayor Kilvinger thanked Jo Martin, the Posse, the Elks and all the volunteers who sponsored the Elk's Christmas event. They did an amazing job and everyone had a wonderful time. She thanked Mr. Sanders for the Aero Modelers Park. She thinks great things were done in 2008 and she anticipates better things for 2009. She wished everyone a Merry Christmas and Happy Holidays.

#### **ADJOURN TO EXECUTIVE SESSION**

**For the purpose of discussion of the public body in accordance with A.R.S. 38-431.03(A)(4) to receive legal advice from and instruct the town's legal counsel(s) regarding pending litigation, pursuant to A.R.S. 38-431.03(A)(4).**

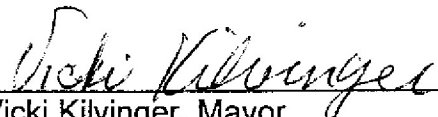
On motion of Councilmember Woolridge, seconded by Councilmember Raasch and carried to adjourn to Executive Session.

#### **ADJOURN FROM EXECUTIVE SESSION**

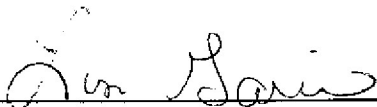
**On motion of Councilmember Woolridge, seconded by Vice-Smith and carried to adjourn from Executive Session.**

#### **ADJOURNMENT**

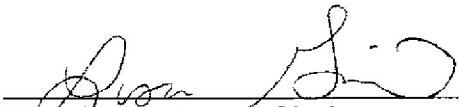
Mayor Kilvinger adjourned the meeting at 8:30 p.m.

  
\_\_\_\_\_  
Vicki Kilvinger, Mayor

ATTEST:

  
\_\_\_\_\_  
Lisa Garcia, Town Clerk  
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I certify that the following is a true and correct copy of the minutes of the Florence Town Council meeting held on December 15, 2008 and that the meeting was duly called upon to order and that a quorum was present.

  
\_\_\_\_\_  
Lisa Garcia, Town Clerk